

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT**  
**MEETING**  
**September 19, 2011**  
**Richmond, Virginia**

Members Present

Mr. John Ainslie  
Mr. Ron Boothe  
Mr. Anthony Clatterbuck  
Ms. Susan Dewey  
Ms. Elaine Gall  
Mr. Roger McLellon  
Mr. Tito Munoz  
Ms. Nancy O'Brien  
Mr. Ed Whitmore  
Mr. Rick Witt

Members Absent

Ms. Lori Fountain  
Mr. Brian Mullins  
Ms. Ellen Robertson  
Ms. Carol Staples

Call to Order	Mr. Anthony Clatterbuck, Vice Chairman of the Board of Housing and Community Development, called the meeting of the Board to order.
Roll Call	The roll was called by Mr. Steve Calhoun of the Department's Policy Office. Mr. Calhoun reported that a quorum was present for the meeting.
Public Comment	There was no one requesting to speak, the public comment session was closed.
Approval of Minutes	A motion was made to approve the minutes of the July 25, 2011 meeting of the Board. The motion was seconded and unanimously passed.
Virginia Housing Partnership Fund	Mr. Bill Shelton, Director of the Department of Housing and Community Development, provided an overview of the Virginia Housing Partnership Revolving Fund (the "Fund") and the reporting requirements for the Fund. Ms. Susan Dewey, Executive Director of the Virginia Housing Development Authority (VHDA) and Mr. Art Bowen, Managing Director of Finance and Administration at VHDA, presented and reviewed the financial statements for the Fund. Mr. Bowen also presented financial statements for the Commonwealth Priority Housing Fund. A motion was made for the Board to approve the financial report for the Fund. The motion was seconded and passed. Ms. Dewey abstained from voting.
Housing Update	Ms. Shea Hollifield, Deputy Director of the Division of Housing at

the Department of Housing and Community Development presented an overview of housing efforts and programs in Virginia. There was a discussion of these programs following the presentation. Mr. Shelton spoke briefly about the Neighborhood Stabilization Program.

**Building Code Academy** Ms. Sandi Morris, Manager of the Training and Certification Unit of the Department of Housing and Community Development, reported on new certification categories. Through a federal contract from the United State Department of Energy and a state contract from the Department of Minerals, Mines, and Energy, the Training and Certification Unit is establishing a non-mandatory and optional comprehensive Energy Certification Program. The Department is making available the following optional certifications under the Energy category for local building departments: Residential Energy Building Inspector, Residential Energy Plans Examiner, Commercial Energy Building Inspector and Commercial Energy Plans Examiner.

A Board majority voted to accept the Department's report on these new certification categories. Mr. Tito Munoz voted no.

**Regulatory Update** Mr. Calhoun provided an update on regulatory amendments adopted by the Board during the July 25<sup>th</sup> Board meeting. Mr. Calhoun reported that the amendments to the USBC adding a remediation protocol for defective drywall became effective on August 29, 2011.

**VHDA Report** Ms. Dewey reported on the Foreclosure Task Force. Ms. Dewey also reported on the federal Low Income Housing Tax Credit Program and proposed changes to the qualified allocation plan.

**VFSB Report** Ms. Elaine Gall provided the report of the Virginia Fire Services Board. Ms. Gall reported the Fire Services Board met in conjunction with the 125<sup>th</sup> Annual Fire Fighter Convention in Hampton, Virginia. Ms. Gall also reported the next Fallen Firefighters Memorial will be held on June 2<sup>nd</sup> in Richmond. Ms. Gall reported on ATL, the Revolving Account, the Burn Building subcommittee, the Mobile Burn Building Program and the Line-of-Duty program.

**Report of the Director** Mr. Shelton reported on the CPSC - HUD update of remediation guidance for defective drywall and that there is no conflict with the protocol recently adopted by the Board of Housing and

Community Development. Mr. Shelton reported on the Governor's Housing Policy Framework, Building Smart Virginia, the Virginia Housing Commission, the Regulatory Impact workgroup, disaster assistance and the 2011 Governor's Housing Conference to be held in Hampton, Virginia in November.

Unfinished Business                      None

New Business                              None

Board Matters                              Mr. Clatterbuck reported that the State Fire Marshal Office will submit a request to the Board at the November Board meeting for proposed changes in fees in the Statewide Fire Prevention Code.

Future Meetings                              The next meeting of the Board will be held on Monday, November 16, 2011 at the Governors Housing Conference in Hampton, Virginia.

Adjournment                                Upon motion duly made and seconded, the meeting was adjourned.